



# Town of Groton, Connecticut

45 Fort Hill Road  
Groton, CT 06340-4394  
Town Clerk 860-441-6640  
Town Manager  
860-441-6630

## Meeting Minutes

### Representative Town Meeting

**Moderator Kevin Power, Representatives Jean-Claude Ambroise, Joe Baril, Nancy E. Barnhart, Alicia Bauer, Nancy E. Beckwith, Michael Collins, Nancy M. Congdon, Warren T. Cooper, Luanne E. DeMatto, Syma Ebbin, Peter Fairbank, Nancy E. Gilly, Patrice Granatosky, Dolores Harrell, Keith L. Hedrick, Lynn Crockett Hubbard, Michael Dean Johnson, Rosanne E. Kotowski, Elizabeth Luck, Jackie Massett, Carole McCarthy, Roscoe Merritt, Constance Miller, Karen F. Morton, Scott Newsome, Dana C. Parfitt, Richard J. Pasqualini, Jr., Tim Plungis, Kristen L. Powers, Don Pratt, Betty A. Prochaska, John F. Scott IV, Jack Sebastian, Dana S. Semeraro, Joan Steinfeld, Irma Streeter, Mark Svencer, Archie C. Swindell, Robert A. Warn and Lori A. Watrous**

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Wednesday, June 8, 2011

7:30 PM

Groton Senior Center

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#### Regular Meeting

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#### A. ROLL CALL

*Moderator Kevin Power called the meeting to order at 7:33 p.m.*

*25 members were present, and a quorum was declared.*

*The Moderator reported that Reps. Ambroise, Congdon, Granatosky, Harrell, Luck, Morton, Pasqualini, Sebastian, Streeter and Warn called to say they are unable to attend this meeting.*

*Members Present: Moderator Power, Rep. Baril, Rep. Barnhart, Rep. Bauer, Rep. Beckwith, Rep. Collins, Rep. DeMatto, Rep. Ebbin, Rep. Gilly, Rep. Hedrick, Rep. Kotowski, Rep. Massett, Rep. McCarthy, Rep. Merritt, Rep. Miller, Rep. Parfitt, Rep. Plungis, Rep. Powers, Rep. Pratt, Rep. Prochaska, Rep. Scott, Rep. Semeraro, Rep. Steinfeld, Rep. Svencer and Rep. Watrous*

*Members Absent: Rep. Ambroise, Rep. Congdon, Rep. Cooper, Rep. Fairbank, Rep. Granatosky, Rep. Harrell, Rep. Hubbard, Rep. Johnson, Rep. Luck, Rep. Morton, Rep. Newsome, Rep. Pasqualini Jr., Rep. Sebastian, Rep. Streeter, Rep. Swindell and Rep. Warn*

*Also present were Town Manager Mark Oefinger, Town Clerk Betsy Moukawsher and Assistant Town Clerk Sally Whitney.*

#### B. MOMENT OF SILENCE AND SALUTE TO THE FLAG

*The members observed a moment of silence for the passing of City Police Lieutenant Thomas Forbes followed by the Salute to the Flag led by Rep. Pratt.*

#### C. APPROVAL OF MINUTES OF ANNUAL BUDGET MEETING APRIL 28, 2011 AND REGULAR MEETING MAY 11, 2011

*A motion that the minutes of May 11, 2011 be approved was made by Rep. Power, seconded by Rep. Svencer.*

*The vote to accept the minutes carried 24 in favor, 1 abstention. (Abstaining: Rep. Beckwith.)*

*A motion that the minutes of the Annual Budget Meeting of April 28, 2011 be approved was made by Rep. Power, seconded by Rep. Svencer.*

*Rep. Kotowski requested a correction to her rationale in making an amendment to the Education Account.*

*Town Clerk Betsy Moukawsher acknowledged that the correction will be made. She informed the members that State Statute requires that minutes reflect only the motions, seconds and votes. She stated that future minutes will not be verbatim. She noted that the meetings are broadcast live and re-run for several weeks on public access television, in addition to being available on the Town's Web site streaming video. She mentioned that a CD of a meeting can be obtained from the library video services at a small cost.*

*The vote to accept the minutes carried 24 in favor, 1 abstention. (Abstaining: Rep. Beckwith.)*

**D. CITIZENS' PETITIONS**

*Andrew Parrella, 790 Eastern Point Road, thanked the community for the voter turnout for the May 2, 2011 referendum. He commended the RTM on a job well done for its deliberations and for containing the rising costs of the budget this year. He complimented Town Manager Mark Oefinger for overseeing the budget and for his continued leadership of the Town.*

**E. RECEPTION OF COMMUNICATIONS**

*None.*

**F. REPORT OF THE TOWN MANAGER**

**1. Financial report**

*Mr. Oefinger reported that the Fund Balance as of May 31, 2011 is approximately \$8.7 million; the General Contingency balance is \$299,000 prior to the approval of fourth quarter transfers at this meeting; the Capital Reserve balance is \$327,354.*

**2. Monthly briefing**

*The Town Manager highlighted various items from the Town Manager's News. He reported that there may be a special referendum in September or October on completion of work at the Waste Water Treatment Facility. He noted that the referendum was originally scheduled for November, but due to recent information from the State Department of Environmental Protection, the referendum must be scheduled earlier in order to be eligible for State funding. He announced that Assessor John Philip is resigning to become the Assessor in Hartford and that Assistant Assessor Mary Gardner is being promoted to Assessor. He reported that Chief Kelly Fogg has announced his retirement effective June 24, 2011.*

**2010-0115 Salary for Director of Parks and Recreation**

Reassignment of a portion of the Parks and Recreation Director's salary to Account 2010 Golf Course Fund

**Discussed**

*The Town Manager distributed a memo providing background information concerning the director's salary. He explained that the Town completes periodic cost allocation assessments in order to identify General Fund costs that are expended in support of special revenue fund operations or outside agencies. The costs can then be properly allocated.*

*The Manager reported the rationale for placing the Visting Nurse Association (School Health VNA) allocation in the Town Operations Outside Agencies account. He noted that it was done to consolidate all monies for the VNA in one account and to prevent reductions to VNA funding by the Board of Education (BOE).*

*Moderator Power asked the Manager to report at the next meeting on the revenue from Marine Sewage Disposal service, the number of Groton boaters served, and the Housing Authority Ordinance that stipulates that the Town pay for sewer fees.*

**G. REPORT OF THE SUPERINTENDENT OF SCHOOLS**

*Moderator Power announced that Mr. Kadri called and is unable to attend this evening.*

**H. LIAISON REPORTS**

*None.*

**I. COMMITTEE REPORTS**

**1. FINANCE - Chairman Hedrick**

*Chairman Hedrick read the minutes of the meeting held on June 8, 2011. (Minutes are attached.)*

*Motion to approve the minutes was made by Rep. Barnhart, seconded by Rep. Baril and so voted unanimously.*

**2011-0090****FYE 2011 Fourth Quarter Transfers****RESOLUTION FOR FYE 2011 FOURTH QUARTER TRANSFERS**

WHEREAS, the Town Charter provides for supplemental appropriations to Adopted Budgets and transfers from the Contingency function during the year and

WHEREAS, the Town Charter also provides for the transfer of funds from one departmental function to another departmental function during the last three months of the fiscal year, and

WHEREAS, transfers are necessary and represent expenditures that were unforeseen or unexpected at the time the FYE 2011 budget was adopted, now therefore be it

RESOLVED, that \$186,545 be transferred from the General Fund Contingency function (#1074) to the following General Fund departments/functions:

Voter Registration (#10031) @ \$24,000:  
for costs associated with a June 21, 2011 primary election for Judge of Probate.

Public Works (#10356) @ \$162,545:  
for costs associated with the number of winter storms.

Refer to RTM.

**A motion was made by Rep. Hedrick, seconded by Rep. Steinfeld, that this matter be Adopted.**

**The motion carried unanimously**

**2011-0096****Reauthorization of Water Pollution Control Facility Additions and Improvements****RESOLUTION REAPPROPRIATING FUNDS FOR WATER POLLUTION CONTROL FACILITY ADDITIONS AND IMPROVEMENTS PROJECT**

WHEREAS, \$3,400,000 was appropriated in a FYE 2007 Capital Improvement Project to be used with existing bond funding and state grants for the Water Pollution Control Facility Additions and Improvements Project, and

WHEREAS, the project will not be complete by June 30, 2011, as the final agreement between all parties involved in the failure of screens will not be executed and work completed by June 30, 2011, and

WHEREAS, the approximate \$372,000 remaining unexpended funds appropriated for this project will expire on June 30, 2011 and revert to the Capital Reserve Fund balance for Water Pollution Control Facility projects, now therefore be it

RESOLVED, that \$325,000 is reappropriated from the Capital Reserve fund balance for the Water Pollution Control Facility Additions and Improvements Project as an FYE 2011 Capital Reserve project for costs associated with the completion of this project.

**A motion was made by Rep. Hedrick, seconded by Rep. Svencer, that this matter be Adopted.**

**The motion carried unanimously**

**2. COMMUNITY DEVELOPMENT & SERVICES - Chairman Pratt**

*No meeting, no report.*

**3. EDUCATION - Chairman Swindell**

*No meeting, no report.*

**4. RECREATION - Chairman Warn**

*No meeting, no report.*

**5. PUBLIC SAFETY - Chairman Parfitt**

*No meeting, no report.*

**6. PUBLIC WORKS - Chairman Collins**

*No meeting, no report.*

**7. RULES & PROCEDURES - Chairman Scott**

*No meeting, no report.*

**J. OTHER BUSINESS**

*None.*

**K. ADJOURNMENT**

*A motion to adjourn at 8:28 p.m. was made by Rep. Power, seconded by Rep. Beckwith and so voted unanimously.*

*Attest:*

*Betsy Moukawsher, Town Clerk  
Clerk of the RTM*

*Sally A. Whitney, Assistant Town Clerk*